

- ★ You may be required to contribute to the cost of some services and goods, based on your family's income.
- ★ You have the right to appeal DORS decisions about your eligibility for services and your rehabilitation program. Your counselor will tell you about the appeal process. The Client Assistance Program (CAP) is available to help you.

In addition to vocational rehabilitation services, DORS Office for Blindness & Vision Services (OBVS) also provides:

- ★ Independent living services to individuals age 55 and older who have vision loss or blindness.
- ★ Management of the Maryland Business Enterprise Program for the Blind, which provides training and supports for legally blind individuals to operate retail concessions on federal and state property.
- ★ Adjustment to Blindness Skills training for consumers ages 16-54.

DORS also operates the Workforce & Technology Center in northeast Baltimore. There is a wide range of programs under one roof at WTC – career training, rehabilitation technology, career assessment, job placement, driver's education, community living skills training and more.



## WHAT PARTICIPANTS HAVE SAID ABOUT DORS AFTER BECOMING EMPLOYED:

- "There was a time when I couldn't see the future. DORS changed that for me."
- "I found DORS just when I needed someone to believe in me."
- "Thanks to DORS, I'm standing on my own."
- "DORS met me where my needs were. They got to know me; they didn't try to fit me into a box. Now I have a career."

**www.dors.maryland.gov**

410-554-9442 or 888-554-0334 toll free

Videophone: 443-798-2840

Email: [dors@maryland.gov](mailto:dors@maryland.gov)



Find us on . . .



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For inquiries related to Department policy, please contact:

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Maryland State Department of Education  
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For inquiries regarding this publication, please contact 410-554-9435.

DORS is a state agency that operates in accordance with the federal Rehabilitation Act, as amended.

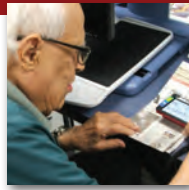
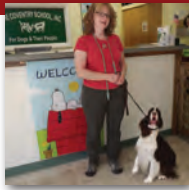
Maryland State Department of Education,  
Division of Rehabilitation Services

03/15

# OPENING DORS TO EMPLOYMENT



Division of Rehabilitation Services  
[www.dors.maryland.gov](http://www.dors.maryland.gov)



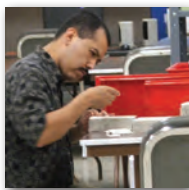
## THE PUBLIC REHABILITATION PROGRAM

The Maryland Division of Rehabilitation Services (DORS) is a state agency with programs and services that help people with significant disabilities become successfully employed.

If you are eligible, you will work with a DORS counselor to choose from programs and services such as:

- ✦ Career decision making and counseling, to help you find a career path that best suits your interests and abilities.
- ✦ Rehabilitation technology services, to find technological solutions to help you perform your job to the best of your ability.
- ✦ Employment and skills training, to help you prepare for your new career.
- ✦ Job search and job placement services, to help you find your new job.
- ✦ Job coaching and supported employment services, to help you be successful as you begin your new job.

DORS also has programs tailored for high school students with disabilities who are making the transition from school to employment, higher education or vocational training.



### STEP 1

Complete an online referral at [www.dors.maryland.gov](http://www.dors.maryland.gov) or contact the DORS office nearest your home. DORS offices are located in communities throughout the state.

### STEP 2

You will work with a DORS rehabilitation counselor who will tell you about DORS and assist you with the application process.

Next, the counselor will determine if you are eligible for DORS services. You may be eligible if you have a physical, mental, cognitive, sensory or learning disability that seriously affects your ability to get or keep a job.

DORS collects educational, medical and psychological reports to better understand your strengths and abilities. If more information is needed, the counselor may arrange special assessments. All records are kept in a confidential manner, consistent with state and federal law.

### STEP 3

If you are eligible, you and the counselor will work together so you can prepare for employment. Together, you will develop an Individualized Plan for Employment (IPE) that will outline the steps needed to reach your goal.

Your counselor is trained to provide local job market information, career options and community resources to assist you in making informed choices about what services you will need to achieve your goal of employment. Your IPE will also detail who pays for what services.

### STEP 4

Working in close collaboration with your counselor, you will take part in the services outlined in your IPE and begin looking for work.

After you start working, your DORS counselor will follow up with you for several months until you are settled in to your new job. If you need services again in the future, you may reapply.

## YOU SHOULD KNOW

- ✦ DORS will provide personalized services that match your interests, abilities and goals.
- ✦ You may choose to have a family member or other advocate also involved in your rehabilitation program.
- ✦ By law, individuals with the most severe disabilities are served on a priority basis. Some eligible individuals with less severe disabilities may be placed on a waiting list for services.
- ✦ Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI) recipients are automatically eligible for services.
- ✦ Services are provided based on the availability of funds and must be pre-authorized in writing by DORS.